



Implementation Program Overview 7/6/06

I. Level Set

- Objective: develop a program for implementing the COVA Strategic Plan for Information Technology for approval by the ITIB on July 20, 2006
- Continue with the principles of the plan
 - Enterprise Perspective
 - Stakeholder involvement

II. Progress to Date

- The Strategic Planning Workgroup was reconvened
- A model implementation program was developed based on a Goal Committee structure. This program includes the Goal Committee model, process template and Goal Committee membership selection criteria. Supporting document: Implementation Program Summary.
- The document entitled Implementation Structure – Process, Roles and Responsibilities defines:
 1. Governance Structure
 2. Roles and Responsibilities:
 - ITIB
 - Goal Champion
 - Goal Committee
 - Planning Support Unit
 3. Resources
- This model implementation program was validated in meetings with the Strategic Planning Workgroup.
- A process template was developed for Goal Committees to identify existing efforts and potential resource allocation as they align to goal initiatives. This process will allow committees to identify existing efforts and potential resources, demonstrate initiative affinities to prevent duplicative efforts, and contribute to progress reporting. Supporting document: Goal Committee Process Template
- An example was drafted to illustrate and test the use of the process template and a strawman was created for Goal 1, using a sampling of twenty one agency strategic plans, IT portfolio information, the RTIP report, agency web sites, and the Council on Virginia's Future Virginia Report and website. Supporting documents: Sample - Goal One Process Template

III. Next Steps

- Approval of the Implementation Program
- Identify and secure leadership and membership for each of the five Goal Committees
- Conduct orientation and training and transfer leadership on the plan to the Goal Champions and Committees
- Complete process template and develop action plans for each of the five goals
- Report to the ITIB, October 2006